

## **INVITATION TO BID**

The City of Reading will receive sealed proposals from vendors for the purpose of supplying, installing and maintaining the City Hall Access Control System in the Office of the City Purchasing Coordinator, Rm. 2-45, City Hall, 815 Washington Street, Reading, PA., until 3:00 p.m., prevailing time on Wednesday, April 3, 2013, as per specifications on file in the Office of the Purchasing Coordinator.

A mandatory pre-proposal conference will be held in the Penn Room, City Hall, 815 Washington Street, Reading, PA on Monday, March 11, 2013 at 9:30 A.M. All prospective proposers must attend.

Specifications and Proposal Forms for the above work can be obtained at the Office of the Purchasing Coordinator, City Hall.

Each proposal shall be accompanied by bid surety in the amount of ten percent (10%) of the proposal. A certified check or bid bond will be accepted.

The City of Reading reserves the right to accept or reject any and all bids, and to accept or reject any part of a bid, as may be in the public interest.

TAMMI REINHART  
Purchasing Coordinator

**IF YOU WISH TO RECEIVE A BID PACKET FOR THE ABOVE CONTRACT,  
PLEASE FILL IN THE BELOW INFORMATION AND FAX TO THE CITY OF  
READING AT 610/655-6427 AND WE WILL MAIL THE PACKET TO YOU.**

**COMPANY NAME:** \_\_\_\_\_

**PERSON REQUESTING:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_

\_\_\_\_\_

**PHONE & FAX #'S:** \_\_\_\_\_

**E-MAIL ADDRESS:** \_\_\_\_\_